

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
July 7, 2014

PAGE 226

The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp, Richard E. Maxwell and James A. Walstra. Also present was the Auditor of Jasper County, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin and the Attorney who represents the Commissioners, Eric Beaver. The meeting was called to order and those present stood and recited the Pledge of Allegiance led by Bill Batley, IT Director.

CLAIMS: Mr. Walstra made a motion to approve the claims as presented. Mr. Maxwell seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKET(S): Mr. Maxwell made a motion to approve the Payroll Claim & Allowance Docket(s) for the check dates equal to 6/13/2014 and 6/30/2014. Mr. Walstra seconded and the motion carried.

MINUTES: Mr. Walstra made a motion to approve the Minutes of the Regular Meeting held on June 2, 2014, the Minutes of the Executive Session held on June 9, 2014 and the Minutes of the Continued Meeting held on June 9, 2014. Mr. Maxwell seconded and the motion carried.

BURIED CABLE: Mr. Haberlin stated that two requests have been made for buried cable permits. Carol Lockridge, Gas Superintendant / City of Rensselaer, was present in regards to the first request which involves three (3) permits. Ms. Lockridge stated that they have had an extensive amount of interest from customers who want to hook onto the City of Rensselaer's natural gas. These customers are located within a reasonable length to our existing facilities. The permits are needed to extend services along Eger Road, Amsler Road and Wood Road. Ms. Lockridge stated that Eger Road has changed as far as the original permit goes. We are going to have to install a 4-inch line rather than a 2-inch line. In response to a question from Mr. Culp, Ms. Lockridge stated that they are going to have to contract to have the 4-inch line installed. In response to another question, Ms. Lockridge replied that they will be boring under the driveways. Ms. Lockridge requested that the Commissioners consider waiving the permit fee. Mr. Culp asked Mr. Haberlin if there was a customary Hold Harmless Agreement that goes along with the permit application? Mr. Haberlin replied that he believes that there is some wording in the last paragraph; however, we can have Attorney Beaver review to see if it needs to be stronger. Mr. Maxwell made a motion to approve Permit No. 2014-2, Permit No. 2014-3 and Permit No. 2014-4 as submitted by the City of Rensselaer as well as the waiving of any fees. Mr. Walstra seconded and the motion carried.

Attorney Don Shelmon was present in regards to a request submitted by Heartland Farm Services. Attorney Shelmon stated that what we are proposing to do is to run a PVC 8-inch line to carry manure from the dairy in what we would refer to as three different systems. Attorney Shelmon distributed maps to the Commissioners and reviewed where the pipe would be run. The crossings of all of the gravel roads show that they will be cut and we have estimated that it will be approximately 175' of cuts. These will be restored to the original condition. We will bore under all hard surface roads. As stated, the proposal is to use an 8-inch PVC pipe digging approximately 36-inches in depth. The actual cut will be approximately 2' wide. In total, there will be approximately 12,550 linear feet in the entire project which includes all three proposed systems. If this project is successful, we will then look to do other dairies within Jasper County that are feasible to us to run underground in order to avoid the transportation on the roads. Mr. Culp asked what State permits had to be obtained? Attorney Shelmon replied that he thinks a permit will be needed to go under SR14. I don't think there are any other permits because we already have the areas designated within our IDEM permit. The only change that is being made is in the method of distribution of the manure. Mr. Culp expressed concern with the length of responsibility for replacement of broken tile. Attorney Shelmon replied that it would not be a problem to extend the length. The agreement was made to extend the length of time to five years. Mr. Haberlin clarified that the pipe would be 3' deep and 2' wide. In response to a question from Mr. Haberlin, Attorney Shelmon replied that there would be four (4) cuts on System #1, no cuts on System #2, and two (2) cuts on System #3. Mr. Maxwell made a motion to approve Permit No. 2014-1 as submitted by Heartland Farm Services with the addition of the length of responsibility for replacement of any broken tile being extended to five years. Mr. Walstra seconded and the motion carried.

COMMUNITY CORRECTIONS / UPDATE: William Wakeland, Director / Community Corrections, distributed copies of the quarterly report for the Commissioners' review. Mr. Wakeland reported that from April 1 – June 30, they had 75% successful completion of work release, 92% successful completion of electronic monitoring and 73% on community service work. On June 9, a letter was received from the Indiana Department of Corrections stating that the base grant will be increased by \$8,464.00 per year. This will be an annual increase.

REPLACEMENT OF PART-TIME POSITION / STAFFING PLAN: Mr. Wakeland stated that he recently met with Bill Wilson, Jail Services, in regards to drawing up a staffing plan for Community Corrections. Mr. Wilson is the gentleman who did the staffing plan for the county jail. In relation to this, we had a second part-time person submit his resignation. His last day will be July 17; therefore, permission is needed to refill this position. Two out of four of our part-time employees have resigned within the last two months. Mr. Maxwell made a motion to approve the hiring of a part-time employee to refill the vacated position. Mr. Walstra seconded and the motion carried.

GENERAL INFORMATIONAL STRAND ASSOCIATES: Kevin Ernest, General Informational Strand Associates, was present to introduce the firm and request the opportunity to be considered to submit a proposal if any projects come about. Strand Associates is a full service engineering firm with nine offices in the Great Lakes region. Mr. Ernest stated that Strand Associates has 850 employees and we are able to offer most engineering services.

RECORDER / REQUESTS: Beth Warren, Recorder, thanked the Commissioners for the completion of her office bathroom. Since the woodwork has been completed in the bathroom, Ms. Warren would like for the Commissioners to consider redoing the woodwork within her office. Ms. Warren also requested ceiling fans for her office.

CONSOLIDATED INSURANCE / UPDATE: Stace Pickering, Consolidated Insurance, was present to review a summary of the Property Casual and Workmans Comp insurance. The total cost to replace the property is approximately \$43 million. This total reflects a 5% update. There is a \$1,000.00 deductible per occurrence. In regards to the Workmans Comp, there is an increase of approximately 4%. This is an audited number. In reviewing the Summary of Claims, Mr. Pickering stated that the biggest increase is in the Workers Comp. The premium cost per employee is \$489.00. Mr. Pickering reported that there were 26 auto claims last year.

Mr. Pickering stated that the insurance company has come out with an additional endorsement for data compromise. Three (3) optional quotes have been offered. The information will be sent to the IT Committee for review. Mr. Pickering reported that, with all of the claims, the insurance company is willing to set up a safety committee. The information will be discussed with the department heads.

PUBLIC HEARING / PERMIT AND INSPECTION FEES: A public hearing was held at 9:00 a.m. to consider amendments to the Building Code of Jasper County, Indiana, 1982 (as amended) addressing the following subject: Section 170.10 PERMIT AND INSPECTION FEES. The proposed building permit rate schedule was submitted for review. Kelli Standish, Planning & Development, stated that the inspection fee for the Accessory Buildings over 720 sq ft was changed to .05 per sq. ft. with a maximum fee of \$500.00 and a \$75.00 permit fee was added for an Electrical Upgrade. Mr. Maxwell stated that he did not agree with the Electrical Upgrade fee due to the fact that we do not have anyone qualified to do the inspection. Ms. Standish stated that new dwellings will also have an inspection fee based on square footage. Mr. Maxwell made a motion to adopt the proposed Building Permit Rate Schedule (Ordinance No. 7/07/2014A) with the exception of the added permit fee for an electrical upgrade. Mr. Walstra seconded and the motion carried.

FEMA APPLICATION / REIMBURSEMENT: Sheriff Risner distributed a copy of the FEMA application for the January 5th blizzard. The county should be receiving a reimbursement of \$13,700.00 for the Sheriff's Department portion.

QUOTE / HAVEL: Sheriff Risner distributed the minutes from the June meeting with EMCOR and the Havel Group. Sheriff Risner stated that when they did the controls changeover, they made a list of the VAV boxes and other systems that are not functioning and/or broken. A quote of \$12,930.00 was received from Havel for the repair of the air terminal controls. Mr. Maxwell made a motion to approve the quote received from Havel. Mr. Walstra seconded and the motion carried.

SHERIFF'S 457B PLAN: Sheriff Risner reported that the 457B Compensation Plan has received approval from the IRS.

AIRPORT / SHERIFF'S VEHICLE: Sheriff Risner reported that the department will have a 2009 Crown Vic that will be available within the next thirty days. Brad Cozza, Manager / Jasper County Airport, has expressed interest in using this vehicle at the airport. The vehicle will need to be painted. Mr. Cozza stated that, outside of the landing services and facilities, one of the biggest assets that we provide is a direct link between the airport and a diversity of businesses throughout the county. That direct link is the courtesy car. We currently have a 1998 Crown Vic that was originally given to us by the Sheriff's Department; however, it is beginning to show some age. In response to a question from Mr. Culp, Attorney Beaver stated that the County and the Airport Authority are now two separate legal entities; therefore, I would understand that the statute would apply regarding the disposition of county property. A purchase agreement may be required. Attorney Beaver will research further.

COMMUNICATIONS TOWER / SHERIFF: Mr. Culp asked for an update on the communications tower. Sheriff Risner replied that a test is being run on the tower this week to see how it is on coverage. We have confirmation that we can use the Asset Forfeiture money towards the establishment of the system.

NIPSCO / DRAINAGE PLAN: Mr. Culp stated that NIPSCO was present at the last drainage board meeting to request approval of a drainage plan for an addition of a cell for the fly ash. Rob Ridge, Project Manager, explained that they are working on the installation of Phase 6 of the fly ash landfill. Mr. Ridge introduced Jessica Honegger, NIPSCO Environmental, and Larry Graham, Public Affairs. Also present was a representative with the installation contractor to answer any questions in regards to the bonding of the roads. Mr. Ridge stated that the questions from the Drainage Board meeting were forwarded on to him. The first question was in regards to the zoning of the landfill and the site in general. Ms. Honegger stated that the site is currently zoned industrial. While looking back through the files, Ms. Honegger stated that she found a Jasper County Commissioners' Meeting Minutes from June, 1983 approving a variance to our zoning for the initial construction of the landfill. Ms. Honegger stated that she is not aware if Jasper County has zoning specifically for landfills. From some additional research, we've found that there are not a lot of areas of the country that have specific zoning for landfills because they are not a common piece of property so it's usually a variance to an industrial sight. In response to another question that was brought up at the drainage meeting, Mr. Ridge stated that clay material that will be brought on-site basically will have the 12-inch compacted clay liner that will be installed so we will have a decent amount of material that is going to be at a site that is approximately 18-20 miles south of the station and some of that will hit some county roads. We are looking to get a road bond put in place. Mr. Culp requested information about the fly ash. Where is it coming from? What is the quantity? Ms. Honegger replied that, as far as quantity total, we put about 2,000 cubic yards per month into our landfill. The material is fly ash that comes from Schahfer generating station and also from NIPSCO's other two coal generating stations in Michigan City and Chesterton. Mr. Haberlin asked if that was the original agreement with the county? That you could truck in fly ash? Ms. Honegger replied that she is not sure about the county; however, it is approved through the State each time we renew our landfill permit. The information is put on public notice and you are made aware of that with the opportunity to comment. Mr. Culp replied that he does not know what the original intent was by the county and by NIPSCO Schahfer station. It looks like to me that the intent for that landfill was to take the fly ash from the Schahfer station. Since you are bringing it in from other NIPSCO plants, that's a different ballgame to me. In response to a question from Mr. Culp, Ms. Honegger replied that, in our current permitted area, we have Phase 6 (being constructed this summer) and Phase 7. We have approximately two years of life in Phase 6 and three to four years of life in Phase 7.

NIPSCO / DRAINAGE PLAN CON'T: This is our current permitted area and then we will have to work with the State as to where we would go after that. There is currently no plan to look for an alternate location. Mr. Haberlin asked what total acreage would the landfills take up once you are finished with Phase 7? Ms. Honegger replied that the total acreage that is permitted landfill is 198 acres. Currently, we are using 130 acres. The current project (Phase 6) is 12 acres.

JAIL PROJECT / UPDATE: Kurt Stevens, KB Solutions, was present to give an update on the current jail project. Mr. Stevens reported that the test and balance is approximately 75% done. Mr. Stevens stated that he has requested some sequence of operation changes. The VRF system appears to be working fairly well. The project should be pretty much complete by the August 4 meeting.

EMERGENCY MANAGEMENT PERFORMANCE GRANT: Karen Wilson, Emergency Management Director, presented the 2013 Emergency Management Performance Grant-Salaries Sub-Grant Agreement for approval. The amount of the grant is \$17,073.72. Mr. Walstra made a motion to approve the grant request. Mr. Maxwell seconded and the motion carried.

ROAD WORK / HIGHWAY: Jack Haberlin, Highway Engineer, stated that there are two locations that we really need to blacktop this year. An additional surface is needed on CR 400N. The second location is a 1400-foot stretch going into a subdivision (Sandpiper Drive). An analysis of the quotes submitted was distributed to the Commissioners for their review. A representative from Milestone was present at the request of Mr. Culp to provide further clarification on the guarantee within his quote. After further discussion took place, Mr. Culp stated that we do not necessarily have to take the lowest quote; however, you have to have a pretty good reason not to. There were five quotes received and, other than one, they are all very close. Mr. Culp stated that the guarantee for CR 400N is \$1,000.00 per mile. I am willing to spend a \$1,000.00 per mile for what we saw and went through last year with the mess we had for them to guarantee for three years that they will come back and fix it. Personally, I feel that's a pretty cheap investment for three years of insurance. Mr. Walstra stated that Town & Country is located within our county which makes it tough for me. I have no doubt that their workmanship will be there. After further discussion, Mr. Maxwell made a motion to accept the quote from Milestone for CR 400N and the quote from Town & Country for Sandpiper Drive. Mr. Walstra seconded and the motion carried. If Town & Country chooses to not accept Sandpiper Drive, the quote from Milestone will be accepted.

At this time, there was a short break.

CONCERNED CITIZEN / KOPACK: Edward Kopack Jr., concerned citizen, was present to discuss issues and/or concerns he has with the original building inspection of his home in Deerfield Estates that he purchased in 2006. Mr. Kopack stated that he has been talking for about five weeks to Mary in the Planning & Development office pertaining to house inspections. Is there a statute of limitations in Jasper County when you purchase a house as to the building structure itself? After further discussion regarding the issues that he has with his current home, Mr. Kopack asked if Mary is qualified to be an inspector? What are the qualifications in DeMotte to be an inspector? This is the reason that I am here; this is something that should be brought up to everyone's attention about the inspectors.

EXTENSION OFFICE / UPDATE: Bryan Overstreet, Extension Educator, was present to give an update on the Extension office. Mr. Overstreet stated that Anna Williams has been hired as the new Youth Educator. Ms. Williams is currently out at the fairgrounds judging the dress revue.

Mr. Overstreet also reported that he will be out of town the first part of August attending a conference on climate change. The conference is being paid for through grant money. Mr. Maxwell made a motion to approve. Mr. Walstra seconded and the motion carried.

BRIDGE PROJECTS / POSSIBLE: Ken Minett, Butler, Fairman & Seufert, was present to discuss upcoming bridge projects. Mr. Haberlin stated that we had discussed the possibility of working on four (4) possible bridge projects. To stay ahead of our bridges, Mr. Haberlin suggested that we work on one or two this year. Information was distributed and reviewed. Mr. Haberlin suggested that, if we are going to do two bridges, he would suggest Bridge #53 and Bridge #123. Bridge #123 is located just north of Parr on CR 900W in Union Township. The decision was made to proceed with Bridge #123. The Commissioners would like to visit the second bridge before making a final decision.

SCOPE OF WORK / COURTHOUSE PRESERVATION: Mr. Haberlin stated that Chris Baker, Baker Group, has submitted a Scope of Work for the patching, cleaning and preservation of the exterior of the Jasper County Courthouse. Mr. Maxwell stated that we will not be replacing the windows this year. The windows that are in need will be caulked. Mr. Culp asked if Mr. Baker would identify all of the areas that need limestone repair? Mr. Haberlin replied that he's thinking that's why we hired him. The Commissioners suggested that the sealer be bid as an alternate.

MAIL FINANCE / POSTAGE METER AGREEMENTS: Attorney Beaver presented two additional agreements with Mail Finance. The two agreements are for the new postage meters that will be located at the Courthouse and the Annex building. The agreements were approved at a previous meeting. The Commissioners signed the final agreements.

AFTER THE JASPER COUNTY DRAINAGE BOARD MEETING:

CERES SOLUTIONS / PROPANE CONTRACT: After some discussion, Mr. Walstra made a motion to purchase 2000 gallons of propane for the Surveyor / Extension Building. Mr. Maxwell seconded and the motion carried.

ADDENDUM TO CONTRACT / NEXUS GROUP: Mr. Walstra made a motion to approve the Addendum to Contract for Annual Adjustments and Cyclical Reassessment with Nexus Group. Mr. Maxwell seconded and the motion carried.

VETERAN SERVICE OFFICER / REQUEST: Patrick Donnelly, VSO, would like permission to attend the Quarterly VSO Meeting at the Adam Benjamin Jr. VA Clinic in Crown Point on July 8 at 2:00 P.M. Mr. Donnelly will be leaving from his home and would like to request payment of mileage and time.

After completing the week long course in April, the IDVA told all county VSOs to also complete the online Training, Responsibility Involvement and Preparation of Claims Course. Mr. Donnelly had to do all except 2 hours on his own time because he was too busy to complete the training during his regular work days. Mr. Donnelly has 22 hours of his own time involved in completing the course and would appreciate any compensation of which he may be entitled.

Mr. Maxwell made a motion to approve the meeting request and to approve compensation for the 22 hours of his time spent completing the course required by the IDVA. Mr. Walstra seconded and the motion carried.

ASSOCIATION OF INDIANA COUNTIES / CONFERENCE: Kim Grow, Auditor; William Batley, IT Director; Dawn Hoffman, Assessor; Vickie Bozell, Clerk; and Beth Warren, Recorder, requested permission to attend the Association of Indiana Counties Conference on September 22-25 in Monroe County. The registration fee is \$160.00 per person. Other costs will include hotel expenses for 3 nights at \$97.00 per night and meals. The county vehicles will be used. Mr. Maxwell made a motion to approve the requests. Mr. Walstra seconded and the motion carried.

REQUEST FOR VACATION: The following requests for vacation have been submitted for approval:

Harry Carney, Maintenance – July 1-3 and August 18-22

William Batley, IT Director – July 3 and July 14-18.

Mr. Maxwell made a motion to approve the requests. Mr. Walstra seconded and the motion carried.

PERSONAL LEAVE OF ABSENCE WITHOUT PAY POLICY / DRAFT: A draft copy of the Personal Leave of Absence without Pay Policy was distributed for review. After reviewing the draft copy, Mr. Walstra made a motion to approve. Mr. Maxwell seconded and the motion carried.

TREE SERVICE / COURTHOUSE LAWN: Quotes were received from Practical Tree Service and Wiseman Tree Service to provide various tree services around the courthouse. After review, Mr. Maxwell made a motion to accept the quote from Practical Tree Service in the amount of \$3,375.00. Mr. Walstra seconded and the motion carried.

MILEAGE CLAIM / POLICY: Auditor Grow distributed mileage claims for approval from an employee who has turned in mileage in 2-mile increments for such trips as picking up the county car, picking up paychecks, etc. The employee works from a building other than the courthouse and has been turning in regular mileage for trips under 5 miles that no other employees turn in for compensation. Auditor Grow would like clarification on the policy. Are we going to pay all employees in this manner? Also in question were claims for mileage that were turned in when the county car was available to use. The policy has been that if the county car was available and not used, the mileage claim would not be paid. Mr. Maxwell made a motion to set the minimum amount of miles to be claimed for one trip at 5-miles if allowable. Mr. Walstra seconded and the motion carried.

There being no further business, Mr. Maxwell made a motion to continue the meeting until Monday, July 21 on an as needed basis only. Mr. Walstra seconded and the motion carried.

JASPER COUNTY BOARD OF COMMISSIONERS:

Kendell Culp, President

James A. Walstra, Vice President

Richard E. Maxwell, Member

ATTEST:

Kimberly K. Grow, Auditor of Jasper County

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